NASATO
Executive Board Meeting

Date: April 8, 2004

Participants: Gary Zeller of North Carolina, John Picanso of Colorado, Umesh
Sanjanwala of Mississippi, Judy Heil of Wisconsin, and Mike Jacobson of Montana

The meeting was called to order by Gary Zeller at 10:30 am eastern time.

Item 1: Website
The board decided that the website should be updated with:
- Contact information for each board member
- A meeting minutes page with links to minutes from each of the meetings
- A treasure's reports page with the current treasure's report

Umesh will update the website.

Item 2: Letterhead
The board then discussed the letterhead and decided that the board members names and
states should be displayed in the header of the letterhead rather than down the left margin.
Gary will finalize these changes.

Item 3: NASDA annual meeting in Minnesota in September (ways to market NASATO
       & increase membership
The board discussed attendance at the annual NASDA meeting in Minnesota in
September. There are three topics that every state is working on:
1. Business Continuity and Disaster Recovery
2. Animal ID and Premise ID
3. How to use GIS technology efficiently and effectively

After much discussion of these issues and how NASATO would be able to assist each
other with these items, it was decided that whoever from the board that could attend the
annual NASDA meeting would. The NASATO attendees would provide posters and
brochures to the NASDA members in order to recruit additional members and show the
value of membership in NASATO. The posters will be:
- Animal ID and Premise ID information on one
- Business Continuity and Disaster Recovery information on another
- And a general poster/brochure with items such as GIS, Pesticide registration,
  brand registration, import/export, etc. learning from others rather than reinventing
  the wheel in each state.

John will take the lead on the Business Continuity and Disaster Recovery project.
John and Mike will talk with their respective marketing bureaus for assistance.
John and Judy will take the lead on the Animal ID/Premise ID project.
Gary will talk with the North Carolina GIS division and graphics folks for assistance.

Item 4: Frequency of board meetings
The board decided to have a conference call on the second Thursday of each month at 10:30 am eastern time. The next conference call will be May 13th.

Item 5: Other Business
Umesh recommended that Gary contact Rick or Betsy from NASDA to find out what NASATO as a group could do for NASDA as well as expectations for the annual NASDA meeting.

Item 6: Future Topics
USDA's role in Animal ID and Premise ID

The call was ended at 11:30 am eastern time.